



OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD

## Henry Larsen Elementary School

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**Principal:** Amanda Pruner  
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**School Council Email:** [sc-henrylarsenes@ocdsb.ca](mailto:sc-henrylarsenes@ocdsb.ca)  
**Twitter:** [@HenryLarsenE](https://twitter.com/HenryLarsenE)  
**Website:** <https://henrylarsenes.ocdsb.ca>

*“Through Caring and Sharing We Learn”*

Here are the School Messenger emails that we have sent to families during the month of August, 2020:

11 August

## A Safe Return to Henry Larsen Elementary School

Dear Parents and Guardians:

On Monday, you should have received an email from the OCDSB explaining the Return to School Plan and asking for you to complete the [Confirmation of Attendance form](#) for each of your children. We understand this is an important and complex decision for families. If you did not receive the email, please complete the form (linked above) by **Friday, August 14<sup>th</sup>**.

As detailed as the Return to School Plan is, it is natural for parents to have questions. We don't have answers for everything, but we want you to know that work is underway to answer your questions and the priority will be given to the most common questions. The OCDSB website has a new [Frequently Asked Questions section](#) related to the [Return to School Plan](#) webpage. Many new questions and answers have already been posted and this page will be updated regularly. Email updates will be sent to parents and guardians this week, and questions and answers will also be posted on social media.

A few things that we can clarify quickly – **nutrition breaks and/or lunch** will be held in the classroom, but recess will be outdoors. In fact, we will be trying to maximize the use of outdoor spaces for recess, for learning, and for physical education. When a class goes outside for recess, the students in the class will stay with their class cohort, they will not mix with other classes.

Our **Kindergarten** students will be engaged in inquiry based learning which naturally involves moving around the classroom for different activities. There will still be play based learning, but likely more emphasis on inquiry versus free play. This will help to reduce the number of touch points and the sharing of materials. Once we know more about how many students are coming to school, we will look at strategies that might allow for kinder students to be grouped into smaller groupings within the class.

There have been many questions about **class sizes**. Here is some information about average class size in the District and projected class sizes in our school:

Grade	OCDSB Average	Our School Average
Kindergarten	25	25
1, 2 3	19	20
4,5,6	24.5	24.5
7,8	24.5	23

The number of students per class could be adjusted once we know more about the number of students attending school.

Many of you have asked for more information about how the school will respond to a **COVID-19 outbreak**. We understand that provincial direction will be provided to all schools. Like you, we are anxious for more details. What we do know is that self-monitoring and staying home if you feel unwell are essential strategies. Anyone who tests positive may not return to school until they are cleared according to public health guidance. At the school we will be keeping records of classes, including seating charts, bus cohorts, and daily records of any approved OCDSB staff who come to the school, including occasional teachers, itinerant staff and custodians for contact tracing purposes.

We understand that this is a lot of information and a complex decision for many families as to whether to send your child to school in-person or as a remote program.

We are excited to see the students again whether that is in-person or through remote learning.

Please complete the [Confirmation of Attendance form](#) by Friday August 14th as this will assist with our planning.

Take care. Stay well!

Sincerely,

Principal Amanda Pruner and Vice-Principal Dianne Morris  
Henry Larsen Elementary School

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21 August

Technology Returns and New Requests

Dear Parents and Guardians,

This email is for families who either:

- borrowed technology in Spring 2020, or
- require technology for remote learning starting in September.

If you did not borrow any technology for Learn at Home, and/or you are not in need of technology for remote learning starting in September, you do not need to continue reading this email! Thank you.

During the Learn at Home period we had several families who requested chromebooks and/or internet hotspots. To assess the need for technology this fall we are asking families to [complete this form](#).

Families who had technology from the OCDSB in the spring, and have opted for remote learning, are able to retain these devices if they still require them. If you no longer need them, we ask that you either reply to this email or contact the school office beginning Monday, August 24 (8:00 am - 4:00 pm) to arrange to return them via non contact drop off.

If you have opted for remote learning and require a chromebook or internet hotspot please indicate so on the form. We will contact you to arrange for you to do a non contact curbside pick up.

Students who borrowed devices and are returning to in person learning will be asked to bring the devices back to school along with power cords and adapters in a clear plastic bag on the first day of school. If you borrowed the chromebook from your previous school we will make sure it gets back to the appropriate school. If there are any performance issues or any physical problems with the devices please leave a note with details of the issues in the bag with the device.

For in person learning, students are welcome to bring their own chromebook or laptop to school if they wish. Shared school chromebooks for in person learning will be wiped down between each use following a process recommended by Ottawa Public Health.

If you have any performance issues with the chromebook or internet hotspot you can contact the OCDSB IT department at [csc.parent@ocdsb.ca](mailto:csc.parent@ocdsb.ca).

Sincerely,

Dianne Morris  
Vice-Principal  
Henry Larsen Elementary School

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24 August

Dear Henry Larsen Families,

We are certainly in the homestretch of August and Dianne and I have been very busy planning for this upcoming year. Like many of you, we have been watching the news and hearing about the planning that has been happening at the Ministry and District levels to enable school reopening. We have received a number of emails from our community asking about class make up, who will be teaching which class, where the learning will happen, what our schedule will look like, etc.

These are all important questions that left unanswered can create anxiety and worry about how the school year will look. For that, we apologize for not being able to answer these questions just yet. We are in an unusual situation in that we are in the process of re-creating the school environment in a COVID world. And while there are many stakeholders, we continue to wait for more confirmation and direction from the Ministry, Public Health and the District. Our District senior team has been working tirelessly to plan, reimagine, listen to the public, and replan.

Today's climate requires flexibility, responsiveness, and current data about how our community is managing the infection. We are expecting to have more information this week and Dianne and I will

need some time to digest this information in order to finalize site-specific procedures. We want what you want - our staff and students to be safe, our students to learn and be happy, and for our school to remain open indefinitely.

So once again we are thanking you for your patience. Thank you for making the hard decision of learning at school vs remote learning without all of the information that you would have liked to have had. Thank you for trusting us with your children - we have had numerous emails of support. I can't tell you how nice that is for Dianne and I to read. We're confident in our staff that they will find ways to continue to inspire our children. We're confident in you, our parents and guardians, that you will let us know how you're doing and how we can help. Dianne and I are grateful to work with such a wonderful community. Thank you!

We will communicate plans specific to Henry Larsen to you as soon as we're able to do so. In the meantime, please continue to read the email messages you receive from the District. These messages contain critical information. **We are waiting for important information on school transportation and school start dates.** Our [school website](#) and [twitter accounts](#) will be updated as we receive new information.

Every decision we make regarding school opening will be guided by direction from the District, Ministry and Public Health, but most importantly through the lens of what is best and safest for our students. Dianne and I are both parents and we treat your children as if they were our own. In the meantime, take care and enjoy the last week of August.

**Here are some links that may help your child with the transition back to school:**

Wearing a mask from Ottawa Public Health:

<https://youtu.be/7tfQGRuBE4>

A social narrative book for primary students in ENGLISH about returning to school:

<https://read.bookcreator.com/kds1xVL0WpUMUq6i9fY3tP7gEYI3/fdFbAh5tRfav9vgRwsPkAw>

A social narrative book for junior students in ENGLISH about returning to school:

[https://read.bookcreator.com/kds1xVL0WpUMUq6i9fY3tP7gEYI3/VMYgZ\\_EtTC-uOCKE1jh0XQ](https://read.bookcreator.com/kds1xVL0WpUMUq6i9fY3tP7gEYI3/VMYgZ_EtTC-uOCKE1jh0XQ)

Sincerely,

Amanda Pruner, Principal  
Dianne Morris, Vice-Principal